



PRELIMINARY BINDING SITE PLAN (BSP) CHECKLIST (For commercial, industrial, and PRD projects)

Community Development Department ♦ 80 Columbia Avenue ♦ Marysville, WA 98270
(360) 363-8100 ♦ (360) 651-5099 FAX ♦ Office Hours: Monday - Friday 7:30 AM - 4:00 PM

- ☐ Cover letter to include a detailed project description, proposed phasing, etc.
- ☐ Application Fee
 - \$5,000.00 + \$100.00 per lot, space or unit
- ☐ Land Use Application
- ☐ Legal Description
- ☐ Vicinity Map
- ☐ Title Report aka "Plat Certificate" (2 copies, **current within 30 days of submittal**)
- ☐ Environmental Checklist, if necessary (5 copies, signed and dated, applicable fee)
- ☐ Building Elevations, including proposed building colors and materials (3 copies)
- ☐ Landscaping Plan (4 full size copies and 1 reduced to 11 x 17")
- ☐ Preliminary Site Plan (6 full size and 1 reduced to 11 x 17". *CD of plans desired, if available*) – to include:
 - The name or title of the site plan;
 - The date, north arrow, and approximate engineering scale as approved by the Planning Division (e.g. 1" = 20', 1" = 30', 1" = 40', 1" = 50', 1" = 60', etc.);
 - Boundary lines of tracts, lot lines, lot number, block number;
 - Location, name and width of existing and proposed streets and right-of-way;
 - Drainage channels, water courses, marshes and ponds;
 - All significant wooded areas as characterized by evergreen trees 8" in diameter or greater and/or deciduous trees 12" in diameter or greater, measured 4 ½' above grade;
 - Existing and proposed structures and setbacks;
 - The location of existing and proposed driveways;
 - All easements and uses, including the Auditor's File Number (AFN) clearly depicted;
 - Existing and proposed utilities services;
 - Fire hydrant location and distances; and
 - Five-foot contour lines.
- ☐ Preliminary street profile together with a preliminary grading and storm drainage plan, if necessary (4 full size copies and 1 reduced to 11 x 17")
- ☐ Traffic Impact Analysis (4 copies, if required)
- ☐ Geotechnical Report (4 copies, if required)
- ☐ Critical Areas Analysis and preliminary mitigation plan (4 copies, if required)